

EMERGENCY SERVICES DIVISION
PROCEDURE
BROOKHAVEN NATIONAL LABORATORY

Procedure No. FR-BIP-2.0.0

Revision No. 2

Page 1 of 4

Procedure Title: **Building Inspection Program**

1.0 INTRODUCTION:

The Fire/Rescue Group Building Inspection Program is one of the fundamental elements of BNL's fire safety program. It has three main objectives:

- 1.1 Assuring that the built-in or designed features of a facility's fire protection system are in service and can be expected to function as intended.
- 1.2 Identifying changes in a facility which would affect fire fighting efforts or require changes in built-in fire protection.
- 1.3 Reporting common non-compliance fire safety conditions to BNL individuals responsible for corrective actions.

2.0 SCOPE:

This procedure outlines the principal features of the Fire/Rescue Group's Building Inspection (B.I.) program, and the responsibilities for carrying out the program.

3.0 RESPONSIBILITIES:

- 3.1 The Fire Chief is responsible for the overall management of the B.I. program. Specifically the Fire Chief is responsible for:

PREPARED BY:

C. LaSalla

Author/Date

Filing Code:

DM5020.00

REVIEWED BY:

M. Carroll

Fire Chief/Date

J. Vaz

Division QAO/Date

APPROVED BY:

F. Marotta

Division Head /Date

EFFECTIVE DATE:

08/23/89

LAST REVIEW DATE:

06/01/00

EMERGENCY SERVICES DIVISION PROCEDURE BROOKHAVEN NATIONAL LABORATORY		Procedure No. FR-BIP-2.0.0
		Revision No. 2
Procedure Title:	Building Inspection Program	Page 2 of 4

3.1.1 Reviewing annually each facility's inspection schedule to assure that all BNL facilities have an appropriate frequency of inspection consistent with the facility's loss potentials, fire risk and hazards, and fire protection features. Proposed changes to the B.I. schedules shall be approved only after a review by a Fire Protection Engineer.

3.1.2 Assuring that the B.I.'s schedules are maintained.

3.1.3 Assuring that firefighters assigned to B.I. details are adequately trained and periodically reviewing the quality of their performance.

3.1.4 Reporting to Plant Engineering Maintenance Management items of routine maintenance reported by the Building Inspector.

Exception: Collider-Accelerator (C-A) routine maintenance items are to be reported to the C-A Department ES&H Safety Coordinator.

3.2 The Captain responsible for overall administration of the Building Inspection program shall:

3.2.1 Assure B.I. work orders are generated each week.

3.2.2 Distribute the B.I. work orders to each shift in as equitable a manner as possible.

3.2.3 Monitor the status of the B.I. program, and report to the Fire Chief when schedules are not being maintained or performance needs improvement.

3.2.4 Review completed B.I. work orders for completeness.

3.2.5 Arrange for training of Building Inspectors and periodically review the quality of their work, making recommendations to the duty Captain responsible for the inspector, or to the Fire Chief as appropriate.

3.3 The Duty Captain is responsible for the daily administration of the B.I. program on his shift. Specifically, he shall:

3.3.1 Assure that the B.I.s assigned to him are conducted in a timely fashion, and report promptly to the Captain responsible for the B.I. program and the Fire Chief when schedules can not be maintained.

3.3.2 Assure that imminent hazard conditions have been referred to appropriate management.

3.3.3 Review all recommendations and Inspection Memorandums prepared by inspectors on his shift for completeness and appropriateness.

3.3.4 Review periodically the performance of inspectors on his shift.

3.4 The Building Inspector shall:

EMERGENCY SERVICES DIVISION PROCEDURE BROOKHAVEN NATIONAL LABORATORY		Procedure No. FR-BIP-2.0.0
		Revision No. 2
Procedure Title:	Building Inspection Program	Page 3 of 4

- 3.4.1 Conduct an efficient and professional inspection of each facility he/she inspects in accordance with Fire/Rescue Group Procedures and his/her level of training.
- 3.4.2 Report imminent hazard conditions to the Department/Division ES&H Coordinator and the supervisor of the affected area (if known), and to the Duty Captain.
- 3.4.3 Immediately report to the Fire Chief and to the Fire Protection Engineer any impaired fire protection systems found during an inspection which have not been identified in the Impairment Log.
- 3.4.4 Report to the Fire Chief any fire safety recommendations with which there is apparent disagreement between the Fire/Rescue and the Department/Division responsible for the area.

4.0 **PROGRAM ELEMENTS:**

4.1 Inspection Schedules.

Fire/Rescue Group inspections shall be scheduled consistent with the requirements of DOE Orders and NFPA Standards. In general, all facilities with maximum possible loss potentials greater than \$1 million shall be scheduled for at least quarterly inspections. Major facilities with important life safety, programmatic, or property loss potentials should be conducted monthly. Facilities with unsupervised fire protection system valves should be scheduled for monthly inspections. All facilities should have at least a quality inspection.

4.2 Fire Protection Equipment:

The following equipment is to be inspected during each building inspection:

- 4.2.1 Portable Fire Extinguishers
- 4.2.2 Fire Protection Valves
- 4.2.3 Fire Department Connections
- 4.2.4 Fire Doors and Fire Walls
- 4.2.5 Sprinkler Systems
- 4.2.6 Alarm Systems
- 4.2.7 Special Extinguishing Systems

The inspector should report any deficiencies noted in these items which could affect their successful function

<p align="center">EMERGENCY SERVICES DIVISION PROCEDURE BROOKHAVEN NATIONAL LABORATORY</p>	<p>Procedure No. FR-BIP-2.0.0</p>
<p>Procedure Title: Building Inspection Program</p>	<p>Revision No. 2</p> <p>Page 4 of 4</p>

or their safe use.

4.3 Features which affect emergency response, or require changes to a facility's level of built-in fire protection:

4.3.1 The inspector should report any significant changes to a facility's construction and occupancy so that these can be communicated to all members and incorporated into the building's preplan. Major facility changes may require improvements in the level of built-in fire protection should be referred to a Fire Protection Engineer.

4.3.2 The inspector should report maintenance deficiencies in a facility which could have a significant effect on fire propagation or the safety of an emergency response activity.

4.4 Common Fire Hazards and Life Safety Code Deficiencies:

The inspector should report any common fire hazards or violations of the *Life Safety Code*, NFPA 101 found as a result of the inspection. Wherever possible, the inspector should cite specific violations of a code or standard. The fire safety codes to which BNL must adhere are many and complex. The Fire/Rescue Group inspection emphasizes common fire hazards, and inspectors are expected to recognize and report safety deficiencies in accordance with their level of training.

5.0 **REPORTING OF DEFICIENCIES:**

5.1 Imminent hazard deficiencies, including potential environmental threats, should be promptly reported to the ES&H Coordinator of the Department/Division responsible for the facility area, and to the Duty Captain. The Duty Captain should determine that the condition is being promptly corrected; and if not, should immediately report the condition to the Fire Chief.

5.2 Routine maintenance/repair items are reported to the Plant Engineering Division, Maintenance Management Group by the Fire Chief, and in his absence, by the Captain responsible for administering the B.I. program, or the Duty Captain. The Maintenance Management tracking number is recorded on the Inspection Memorandum form for future tracking.